

2020 Annual Report

City of Wenatchee Parks, Recreation and Cultural Services Department

1350 McKittrick Street, Wenatchee, Washington 98801

(509) 888-3284

www.wenatcheewa.gov

Special Olympics State Winter Games

We are pleased to present the 2020 Parks, Recreation and Cultural Services Department annual report. In this report you will find a summary of the activities completed by department staff and volunteers during 2019. The Department's vision of partnering with the community to provide innovative and high value parks, facilities, programs and services that promote an engaged and healthy community may be seen in the outcome areas of:

- Strengthening community image
- Protecting environmental resources
- Increasing cultural unity
- Supporting economic development
- Facilitating community problem solving
- Providing recreational experiences
- Fostering human development
- Promoting health and wellness
- Increasing self esteem and reliance

ARTS, RECREATION AND PARKS COMMISSION

Lisa Adan, Raylene Dowell, Marlin Peterson, Morgan Mott, Blake Morrell, Lyle Markhart, Liliana Luna Cruz, Lukas Hedtke

PERMANENT STAFF

Caryl Andre	Recreation Supervisor	Jordan Brooks	Park Maintenance
Cammy Coble	Administrative Assistant	Lorinda Davis	Park Maintenance
David Erickson	Department Director	Axel Garcia	Park Maintenance Lead
Jerred Gardner	Park Maintenance /Cemetery	Chris Gooch	Park Maintenance
Tim Herdt	Park Maintenance	Eric Janzen	Park Maintenance
Ricky Lange	Park Maintenance	Tom Lewis	Cemetery
Sydney McElroy	Recreation Coordinator	Charlotte Mitchell	Capital Projects Manager
Charlie Persall	Park Maintenance	Jeff Pulver	Cemetery Lead
Rob Richards	Park Maintenance Supervisor	Gina Shaw	Recreation Coordinator



*Administrative Assistant
Cammy Coble*

TEMPORARY STAFF

Jobani Aguilar	Park Maintenance	Loren Baltruch	Recreation Leader	Calvin Barnes	Community Center
Adriana Blanchfield	Recreation Leader	Horeb Carpio	Recreation Leader	Jacob Christensen	Park Maintenance
Rick Harris	Cemetery Maintenance	Josh Holcomb	Park Maintenance	Eric Janzen	Community Center
Jack Kuskey	Park Maintenance	Karina Lagunas	Recreation Leader	Shelly McDaniel	Recreation Leader
Kristine Pease	Recreation Leader	Grace Pixton	Recreation Leader	Alyssa Polson	Recreation Leader
Jasmine Sanchez	Recreation Leader	Kiarra Scheib	Recreation Leader	Luke Schmidt	Park Maintenance
Morgan Smith	Recreation Leader	Spencer Vander Schalie	Recreation Leader	Trey Stegmen	Park Maintenance
Cameron Wheeler	Recreation Leader	Cecila Zook	Recreation Leader		



*Recreation staff prior to one of the
two showings of Frozen II in the Town
Toyota Center parking lot.*

THE BENEFITS OF PARKS AND RECREATION

A strong park and recreation system is essential for a thriving community. There are many different benefits that can be accrued from participation in City of Wenatchee recreation activities or visiting city parks or open space areas. We can relax and enjoy the beauty of a sunset. We can spend time with family or friends. We can experience new activities and opportunities. There is a limitless number of benefits that can be found within such experiences.

Most of these values and benefits fall within one of four major categories including: Individual, community, environmental, and economic.

INDIVIDUAL BENEFITS

Parks and Recreation provide opportunities for living, learning, and leading a full and productive life as well as avenues for purpose, pleasure, health and well being. Other more specific individual benefits include:

- Full and meaningful life
- Sense of accomplishment
- Life Satisfaction
- Psychological well being
- Problem solving and decision making
- Quality of Life
- Creativity and adaptability
- Personal development and growth
- Sense of adventure
- Balance between work and play
- Personal appreciation and satisfaction
- Self esteem and self reliance
- Physical health and maintenance

ECONOMIC BENEFITS

Parks, recreation and open space are not mere expenditures but an investment in the future well being of individuals and groups as well as the continued viability of communities and the world. Other benefits include:

- Economic stimulant
- Revenue generator
- Reduced healthcare costs
- Enhanced land values
- Reduced vandalism and crime
- Catalyst for tourism

COMMUNITY BENEFITS

We live and interact within families, work groups, neighborhoods, communities, and the world. Recreation and parks play an integral role in providing opportunities for these types of interactions. Other more specific benefits include:

- Strong, vital involved communities
- Community pride
- Reduced alienation
- Social bonding
- Connected families
- Support for youth
- Reduced delinquency
- Understanding and tolerance
- Ethnic and cultural understanding and harmony
- Lifelines for the elderly
- Outlets for conflict resolution

ENVIRONMENTAL BENEFITS

Providing and preserving parks and open space enhance the desirability of an area as well as contribute to the safety and health of its inhabitants. Other more specific benefits include:

- Environmental health and protection
- Stress reduction
- Clean air and clean water
- Catalyst for relocation
- Source of community pride
- Preservation of open space
- Physical health and wellbeing
- Enhanced property values
- Protection of the ecosystem

Administrative Services is responsible for the activities and actions involved in operating the Parks and Recreation Department including: Personnel, budget management, facility use, policy and procedure development and those other items that do not normally fall within one of the main Department functional areas.

HIGHLIGHTS

The following are highlights from 2020:

- Prepared and distributed weekly, quarterly and annual reports.
- Updated the Facebook page, City website and Active site.
- Promoted programs, projects and services on La Nueva, La Super Z, KPQ, KOHO, Sunny FM, NCWLife, La Z, KIRO Fm and Z Country, in the Wenatchee World and through a variety of electronic and social media sites.
- Adjusted policies, procedures and operations, and reviewed and prepared facility modifications to respond to Covid and prepared for potential reopening based on the Governor's phased plan.
- Continued to work with event organizers wishing to conduct ongoing and specific special events in the parks. Cancelled all park rentals and scheduled special events due to Covid restrictions. Processed refunds. Worked with the Alzheimer's Association on a virtual special event. Researched special event permits processes from other cities. Completed preparation of an updated Special Event Planning Guide.
- Provided comment on the mobile phone policy.
- Addressed personnel issues.
- Updated the park guide.
- Spoke with the Governor's office regarding challenges and issues facing parks in North Central Washington.
- Met with the Executive Services Director to discuss concession options and limitations.
- Participated in a Local Revitalization Financing District meeting.

- Prepared agenda materials, meeting minutes and provided staff support for socially distanced Arts, Recreation and Parks Commission meetings.

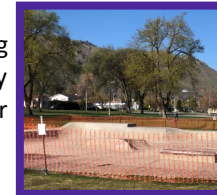


- Worked with the State Auditor and provided requested materials.

- Met with Finance, IS and Fleets Departments and prepared and submitted the 2021 departmental budget request.

- Discussed/brainstormed possible implementation of a trash cleanup program with the Community Development Director.

- Discussed play area and park amenity re-opening with the PUD to help ensure consistency. They will re-open their play areas when we enter phase 3 instead of phase 4, the same as the City.



- Administered the community garden program. Designed and obtained quotes and installed garden signs to help mitigate future issues. Prepared and implemented a water key policy, procedure and agreement for Kiwanis Methow Park garden plots. Updated the program for 2021.

- Worked with the Museum on a dumpster issue and assisted Chris Rader, who is preparing a book about the City parks for the museum.

- Participated in a sidewalk tripping hazard removal demonstration in Memorial Park.



- Assisted the City of Moses Lake as they requested the use of all of our Parks and Recreation administrative policies and procedures.

- Met with Public Works to discuss the Novotx system.

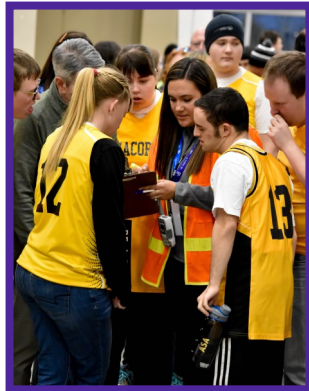
- Surveyed park operational hours from other communities around the state. The City Council approved modifying the park hours of operation. Designed and ordered new signs. Maintenance staff installed the signs.
- Assisted the City of Quincy with recreation program pricing philosophy and policies.
- Reached out to the Lions Club to discuss issues at Lions Locomotive Park.
- Completed RMSA, Science of Employee Engagement, records management and computer security trainings and WRPA/WCIA Covid liability workshop.
- The City Council approved the appointment Luke Hedtke and Bill Carroll and re-appointment of Blake Morrell and Morgan Mott to the Arts, Recreation and Parks Commission.
- Assisted the Town of Waterville, Grandview, Quincy, Eastmont Park District, Ephrata and City of Ellensburg and RMSA with COVID policies and procedures. The department received a compliment from RMSA for providing statewide leadership with Covid response as it relates to parks and recreation
- Participated in a Tour De Bloom meeting.
- Provided advice about public restrooms to the town of Union Gap.
- Received multiple complaints about unauthorized campers in Washington, Lincoln, Hale, Centennial and Rainbow Parks, the Convention Center, Thurston Street underpass and the Community Center.
- Reported that someone was “spoofing” the PRCS Department phone number and trying to obtain stimulus checks.
- Assisted the Town of Selah with park concession information.
- Assisted the City of Moses Lake with work plan development.
- Participated in an Arbor Day Committee meeting and assisted them with coordinating 2021 Arbor Day distribution. Prepared an online order form.



- Educated Manson Parks about the Recreation Conservation Office property conversion process.
- Provided technical assistance to the City of Selah who is looking at placing restrictions on the age of people who can use their trails.
- Prepared and provided updated park, recreation and art valuation information to the Finance Department.
- Notified the Police Department about a variety of non-permitted protests, events and rallies conducted on park properties.
- Received a complaint from the PUD about people trespassing on the Homewater Property. Completed follow up work, discussions with PUD and Land Trust and investigation.
- Contacted and selected temporary recreation, maintenance and aquatic staff. Most were unable to be hired due to Covid program and service cancellations.
- Reviewed the draft purchasing policies update and provided comment for the Finance Department.
- Provided an orientation of departmental services to Councilmembers Cuevas and Hornby.
- Met with a group of south Wenatchee individuals looking to establish a flea market.
- Assisted Apple Blossom with scholarship judging.
- Addressed staff Covid exposures.
- Assisted the City of Sunnyside with park and recreation budgeting and financial tracking.
- Participated in Smarsh and Pagefreezer demos.



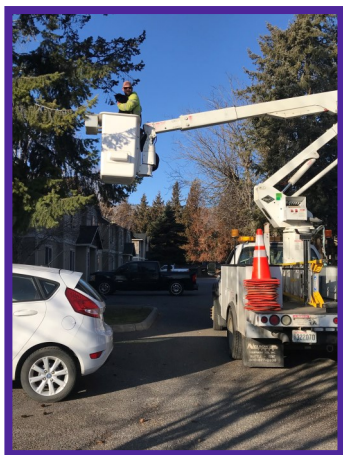
- The vacant Recreation Coordinator position was filled. 18 people applied. Completed the recruitment process. Sydney McElroy (at right), accepted the position. Sydney worked with us for us for a number of years on a temporary basis with our Youth Track and Special Olympics programs.



- Participated in a meet and greet with a candidate for the Executive Services Director position. Provided a park tour.
- Met with a number of departments and the State to discuss a variety of aspects surrounding short and long term businesses/vendors/concessions in parks. There are a number of issues ranging from leasehold excise tax, grant compliance and land conversions to land use that required additional study and discussion before being permitted.
- Selected internal candidate Ricky Lange to fill a vacancy in Park Maintenance created by Lorinda Davis' retirement.

- Met with the Mayor to discuss staffing, the Inmate Labor Program, the pool and park vendors.

- Facilitated the rescuing of a cat from a tree across the street from the PSC for desperate residents.



- Finalized an intern agreement with recreation major Shelly McDaniel. She completed her internship over the summer.

- Prepared and delivered annual employee evaluations.

- Participated in a SharePoint meeting.

- The Director was asked to be a presenter at the annual conference of the Washington Chapter of the American Society of Landscape Architects. Prepared presentation materials. The conference was subsequently postponed and ultimately cancelled.

- Developing additional vandalism mitigation strategies including modifying environmental design and park function, researching vandal resistant park features and developing an Urban Park Ranger Program. Reintroduced the Park Watch Program. Purchased and installed signs in high vandalism areas.



- Park Maintenance Supervisor Rob Richards celebrated his 35th year working for the City of Wenatchee. Cemetery Lead Jeff Pulver was recognized for working 40 years for the City. Park Maintenance Lead, Axel Garcia was also recognized for working 20 years with the City.

- Located contact information for one of two non-permitted groups handing out food at Lions Locomotive Park and working with them to help them do it safely and legally and to reduce damage and health issues at the park.

- Assisted the City of Walla Walla with security cameras.

- Beta tested work at home software for the IS Department.

- Received some thank you notes from St. Joseph's School. We endeavored to engage them further in the design of the Lincoln Park play area.

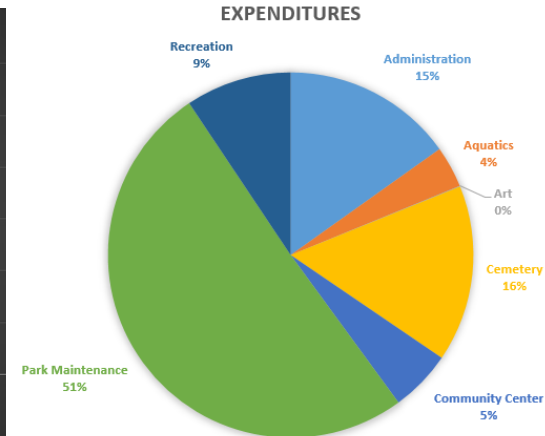
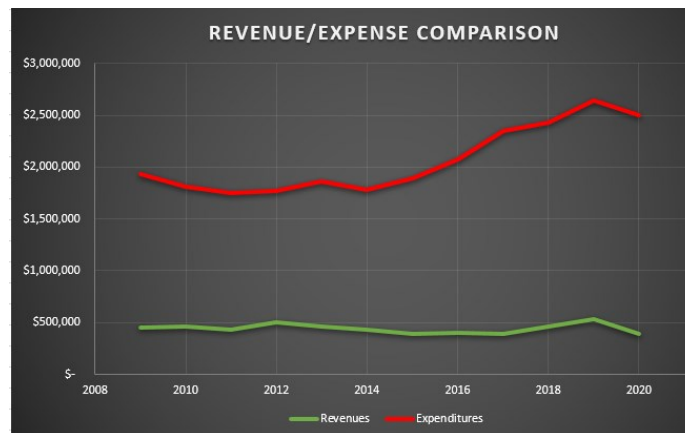
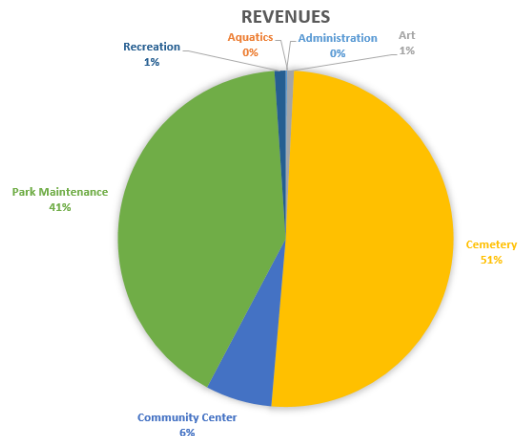
- Participated in internal and external, in-person and virtual meetings including: Finance Committee; City Council; Department Directors; Public Works Committee; NCW Park Directors; Department staff meetings; COVID update and Corona Virus Response Group meetings; Land and Water Conservation Funding Board, Washington Recreation and Park Association; Telecommute policy; Records Management Workgroup; City Technology Committee; Sports Foundation; Washington State Special Olympics; and City Safety Committee.



REVENUE AND EXPENDITURE COMPARISON

The table and charts below are comparisons of all department revenues and expenditures for 2020.

REVENUES											
	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Art Fund Contributions - 1%	\$ 25,279	\$ 25,151	\$ 20,447	\$ 16,422	\$ 19,736	\$ 9,944	\$ 202	\$ 6,067	\$ 1,262	\$ 1,099	\$ 2,545
Cemetery Service Fees	\$ 56,445	\$ 61,712	\$ 65,875	\$ 64,632	\$ 78,195	\$ 68,665	\$ 56,887	\$ 54,954	\$ 71,554	\$ 76,001	\$ 68,676
Community Center Leases	\$ 49,169	\$ 59,739	\$ 74,737	\$ 48,550	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 38,109	\$ 14,291
Community Center Rentals	\$ 61,876	\$ 29,822	\$ 32,917	\$ 26,865	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 24,451	\$ 8,944
Grave, Crypt and Niche Sales	\$ 62,427	\$ 59,691	\$ 71,535	\$ 77,097	\$ 104,960	\$ 82,133	\$ 87,853	\$ 66,157	\$ 66,638	\$ 77,806	\$ 86,711
Liners, Markers and Vase Sales	\$ 41,862	\$ 30,790	\$ 50,758	\$ 46,407	\$ 48,211	\$ 48,807	\$ 40,387	\$ 34,875	\$ 44,188	\$ 38,477	\$ 28,821
Miscellaneous Parks and Recreation Fees	\$ 4,437	\$ 375	\$ 174	\$ 577	\$ 392	\$ 1,061	\$ 853	\$ 1,018	\$ 596	\$ 5,376	\$ 1,300
Other Cemetery Revenues	\$ 1,198	\$ 825	\$ (2,213)	\$ 623	\$ 566	\$ 716	\$ 1,615	\$ 1,210	\$ 824	\$ 2,230	\$ 13,352
Other Community Center Revenues	\$ 2,626	\$ 879	\$ 1,734	\$ 727	\$ 114	\$ 169	\$ 474	\$ 938	\$ 1,572	\$ 2,027	\$ 1,743
Park Maintenance Charges	\$ 61,103	\$ 69,840	\$ 94,401	\$ 77,049	\$ 76,611	\$ 78,573	\$ 101,703	\$ 111,040	\$ 161,483	\$ 124,899	\$ 160,778
Picnic Shelter Rentals	\$ 8,065	\$ 8,725	\$ 7,841	\$ 10,400	\$ 11,064	\$ 9,239	\$ 8,954	\$ 10,454	\$ 12,896	\$ 15,497	\$ (146)
Pool Admissions	\$ 21,608	\$ 19,104	\$ 18,194	\$ 15,621	\$ 16,272	\$ 16,548	\$ 17,588	\$ 16,822	\$ 17,182	\$ 20,610	\$ (137)
Pool Rentals	\$ 9,605	\$ 12,319	\$ 8,465	\$ 12,603	\$ 13,928	\$ 13,484	\$ 14,414	\$ 15,370	\$ 14,192	\$ 15,064	\$ -
Recreation Programs Fees	\$ 36,856	\$ 39,197	\$ 40,816	\$ 37,512	\$ 38,229	\$ 39,428	\$ 45,358	\$ 55,027	\$ 48,770	\$ 55,440	\$ 4,190
Special Event Permits	\$ 1,458	\$ 1,080	\$ 1,620	\$ 1,365	\$ 920	\$ 1,308	\$ 1,400	\$ 738	\$ 1,429	\$ 2,740	\$ (590)
Swimming Lessons	\$ 14,792	\$ 16,347	\$ 18,255	\$ 24,059	\$ 23,897	\$ 23,670	\$ 21,343	\$ 19,715	\$ 19,555	\$ 29,152	\$ -
TOTAL	\$ 458,806	\$ 435,596	\$ 505,556	\$ 460,509	\$ 433,095	\$ 393,745	\$ 399,031	\$ 394,385	\$ 462,141	\$ 528,978	\$ 390,478
Grants (From year of application)	\$ 287,668	\$ 18,864	\$ 1,555,500	\$ 19,500	\$ 1,606,632	\$ 203,326	\$ 1,930,000	\$ 16,449	\$ 3,181,192	\$ 1,323,978	\$ 609,750
EXPENDITURES											
	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Administration	\$ 290,157	\$ 281,003	\$ 277,303	\$ 270,101	\$ 270,668	\$ 300,253	\$ 360,542	\$ 277,797	\$ 314,429	\$ 404,021	\$ 378,647
Aquatics	\$ 156,141	\$ 153,380	\$ 132,281	\$ 129,960	\$ 147,259	\$ 125,832	\$ 138,152	\$ 158,819	\$ 165,034	\$ 207,635	\$ 91,738
Art	\$ 16,454	\$ 31,880	\$ 26,997	\$ 24,714	\$ 24,594	\$ 13,355	\$ 8,765	\$ 1,500	\$ 1,500	\$ 4,870	\$ 1,268
Cemetery	\$ 271,058	\$ 254,623	\$ 275,011	\$ 279,497	\$ 286,384	\$ 278,841	\$ 289,319	\$ 399,580	\$ 336,321	\$ 361,859	\$ 390,745
Community Center	\$ 122,559	\$ 135,824	\$ 138,188	\$ 149,218	\$ 39,503	\$ 24,705	\$ 35,038	\$ 43,367	\$ 36,090	\$ 101,445	\$ 136,001
Park Maintenance	\$ 805,752	\$ 772,121	\$ 803,197	\$ 890,772	\$ 894,627	\$ 991,950	\$ 1,045,525	\$ 1,157,000	\$ 1,245,412	\$ 1,250,915	\$ 1,265,958
Recreation	\$ 152,960	\$ 119,419	\$ 118,734	\$ 121,452	\$ 122,180	\$ 156,824	\$ 193,361	\$ 312,692	\$ 328,510	\$ 308,900	\$ 234,303
TOTAL	\$ 1,815,081	\$ 1,748,250	\$ 1,771,711	\$ 1,865,714	\$ 1,785,215	\$ 1,891,760	\$ 2,070,702	\$ 2,350,755	\$ 2,427,296	\$ 2,639,645	\$ 2,498,660



2020 BUDGET COMPARISON

The tables below are comparisons of department revenues and expenditures for 2020 compared to the original budgeted amounts. Overall, both revenues and expenses finished the year below budget.



Programs and events were modified when possible to respond to Covid related restrictions.

Revenues

REVENUE SOURCE	BUDGET	ACTUAL	DIFFERENCE
Art Fund Contributions - 1%	\$ 16,200	\$ 2,545	\$ (13,655)
Cemetery Service Fees	\$ 65,000	\$ 68,676	\$ 3,676
Community Center Leases	\$ 57,340	\$ 14,291	\$ (43,049)
Community Center Rentals	\$ 16,800	\$ 8,944	\$ (7,856)
Grave, Crypt and Niche Sales	\$ 60,000	\$ 86,711	\$ 26,711
Liners, Markers and Vase Sales	\$ 40,000	\$ 28,821	\$ (11,179)
Miscellaneous Parks and Recreation Fees	\$ -	\$ 1,300	\$ 1,300
Other Cemetery Revenues	\$ 1,200	\$ 13,352	\$ 12,152
Other Community Center Revenues	\$ 1,000	\$ 1,743	\$ 743
Park Maintenance Charges	\$ 140,000	\$ 160,778	\$ 20,778
Picnic Shelter Rentals	\$ 17,000	\$ (146)	\$ (17,146)
Pool Admissions	\$ 20,000	\$ (137)	\$ (20,137)
Pool Rentals	\$ 15,000	\$ -	\$ (15,000)
Recreation Programs Fees	\$ 52,300	\$ 4,190	\$ (48,110)
Special Event Permits	\$ 1,800	\$ (590)	\$ (2,390)
Swimming Lessons	\$ 23,000	\$ -	\$ (23,000)
TOTAL	\$ 526,640	\$ 390,478	\$ (136,162)

Expenses

DIVISION	BUDGET	ACTUAL	DIFFERENCE
Administration	\$ 385,140	\$ 378,647	\$ (6,493)
Aquatics	\$ 236,260	\$ 91,738	\$ (144,522)
Art	\$ 14,500	\$ 1,268	\$ (13,232)
Cemetery	\$ 460,700	\$ 390,745	\$ (69,955)
Community Center	\$ 178,560	\$ 136,001	\$ (42,559)
Park Maintenance	\$ 1,415,270	\$ 1,265,958	\$ (149,312)
Recreation	\$ 355,740	\$ 234,303	\$ (121,437)
TOTAL	\$ 3,046,170	\$ 2,498,660	\$ (547,510)



Pool operations were mothballed in 2020

The City of Wenatchee operates the City Pool in an effort to enhance the quality of life for residents and visitors by providing safe and healthy opportunities for aquatic instruction, recreation, fitness, and safety education. The **Aquatics Division** strives to offer innovative programming that reflects current societal trends, technology, and research findings in a safe, aesthetically pleasing and family friendly environment.

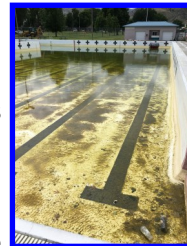
HIGHLIGHTS

The following are highlights from 2020:.

- Contacted 2019 staff to determine their interest in returning this season. Completed interviews with potential lifeguards and made selections of staff in the event that the pool could open.
- The Apple Capital Swim Meet was postponed and ultimately cancelled.
- Began tentatively reserving the pool for the season.
- Prepared operational and policy and procedure adjustments due to Covid.
- Met with the Facilities Division to discuss possible pool start up procedures and ultimately coordinate mothball procedures and operations.
- Regularly met with other North Central Washington aquatic service providers and the Association of Washington Cities about pool operations and COVID.
- The main pool circulation pump was rebuilt and reinstalled.
- Revised swimming lesson registration procedures.
- Discussed pool operations with the Mayor and Executive Services Director.
- Prepared the annual CPI adjustment memo for Velocity.
- All pool rentals were cancelled.
- Prepared and distributed press releases, answered questions and spoke with various media outlets about the pool not opening this season.



- The Facilities Division removed the algae from the pool and had to use some acid to remove stubborn film. When the pool was drained, it was discovered that one of the pool lane line reels had broken loose from it's tie downs and spent the winter in the bottom of the pool.
- The City Council authorized staff to prepare a State YAF grant application to help pay for a portion of the replacement of the pool liner. If successful, the project would occur in 2022 after the season. Received letters of support from Velocity Swimming and the Wenatchee Valley Sports Foundation. Prepared and submitted the first phase of the application. Finalized and re-submitted the Youth Athletic Facilities Account grant application for the pool liner project. Not unexpectedly, learned that the grant application for the pool liner project ranked 23rd out of 37 projects statewide. In years past all projects received funding, but the State was unsure what the budget would look like this cycle.



AQUATICS

- Met with Velocity to assist with a lane line project they are working on.



- Met with the Facilities Division to discuss the pool deck concrete project and diving board fall zone installation project. The Finance Committee authorized moving forward with the concrete project as budgeted to take advantage of the closure. Leveling of low areas, filling cracks and resurfacing was completed.
- Developed a strategy to remove potential hazards from the pool grounds. Park maintenance staff implemented the project.



- Completed regular shut down procedures and the pool was closed and winterized for the season.

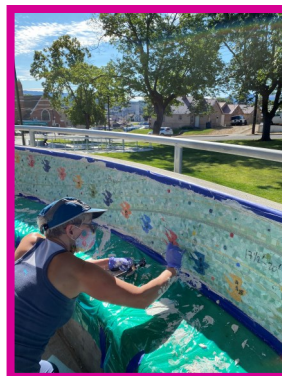


The City of Wenatchee provides arts and cultural facilities, programs and services in an effort to enhance the quality of life for residents and visitors. The **Arts and Culture Division** strives to promote and encourage public programs to further the development and public awareness and interest in the visual and performing arts and to act in an advisory capacity with the artistic and cultural development of the city.

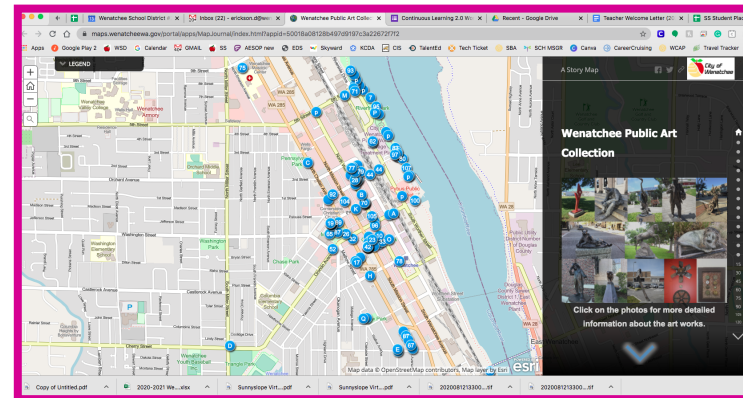
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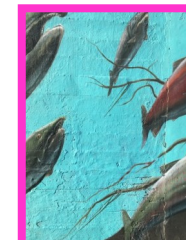
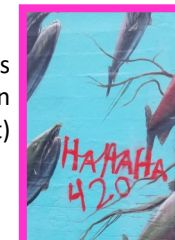
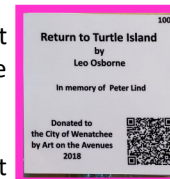
- Completed annual cleaning of the sculpture collection.
- Assisted the Engineering Division and Mayors office with Call to Artist information for the North Wenatchee Avenue Banner Project.
- Began preparing a new art collection guide.
- Discussed details of the planned anniversary event with Art on the Avenues (AOTA).
- Reviewed and provided comment on the McKittrick Banner Project.
- Worked with the PUD on a display agreement for City art located on PUD property and vice versa. The City Council approved the agreement.
- Requested Facilities Division assistance to relocate the Circle of Life sculpture from the Community Center. It was moved to the department offices.
- The mosaic installation at Kiwanis Methow Park was completed. It was vandalized three months later.
- Worked with the Finance Department on improved 1% for the arts fund tracking.
- Provided selected pieces of artwork to the Library for re-installation.



- Created art pages for each item in the public art inventory and added it to the city website. Added additional content, meta data and web links to the inventory list. Completed the art collection mapping project by obtaining gps coordinates for each art piece and creating an interactive map. The map shows each art piece identified by inventory number. When you click on the blue dot you get a popup and also a photo of the art. The popup has a link to the new web pages with more information about the piece. Here is a link to the map: <https://maps.wenatcheewa.gov/portal/apps/MapJournal/index.html?appid=50018a08128b497d9197c3a22672f7f2>.



- Designed and ordered new plaques for the art collection with QR code links to the city website pages.
- Discussed a Downtown Association proposed event with them.
- The mural at Centennial Park was vandalized twice. Marlin Peterson repaired the damage. Before (left) and after (right).





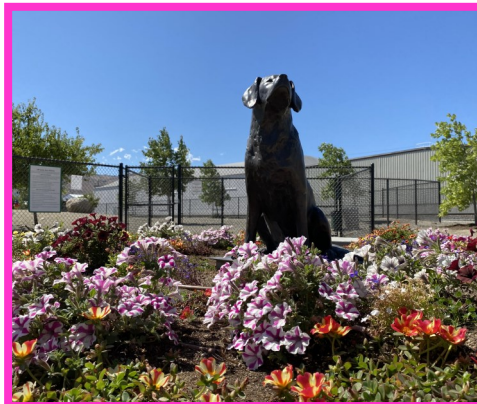
- Received the concept art for the restroom mural for Kiwanis Methow Park. Marlin Peterson painted the mural.
- Discussed a variety of projects tied into Pinnacles Prep with Terry Valdez. Tentatively scheduled him to present an update at the January Arts, Recreation and Parks Commission meeting.

- The Movie in the Park, "Frozen 2" was able to be held as a drive-in movie in the park(ing) lot at the Town Toyota Center. It was so popular that sponsorship was obtained and a second showing was able to be held.



- The Summer Concert Series was cancelled.
- Worked with Art on the Avenues on a number of topics.
- Met with a company that is producing a recreation phone app with real time updates. They are interested in including the City art collection in the app.

- Prepared Hale Park for the relocation of the Labrador Retriever sculpture. The sculpture was removed from Wenatchee Avenue and the sidewalk repaired. The re-installation was postponed due to COVID-19 restrictions but Park Maintenance staff was finally able to install it outside the Hale Park Off Leash Area.

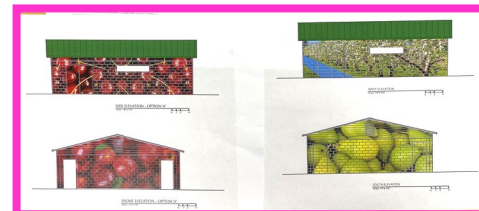


- Continued working with AOTA and finalized the donation of several sculptures to the City. The City Council accepted the donation of "Adoration," "Big Bite," "Playful Octopus," "Curtsy," "Life's a Ball" and "River Run".

- Purchased the bronze sculpture entitled "Gathering of Owls."
- Worked with the engineering department and an individual that would like to paint a mural under the Thurston Street underpass.



- Park maintenance leveled the pedestal for "Hampton" in Memorial Park.
- Prepared concept art for the Lincoln Park restroom mural.



ARTS AND CULTURE

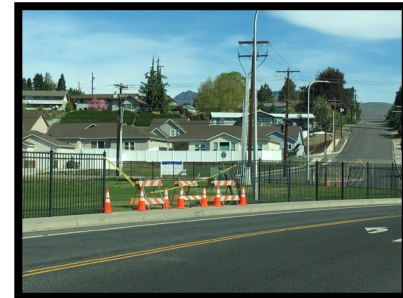
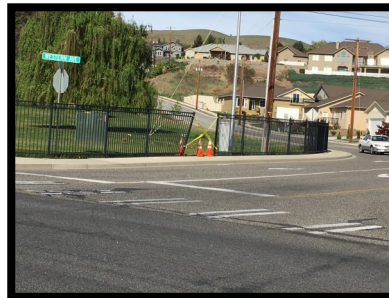
Cemetery staff are responsible for overall operations, including landscape installation and maintenance, burial service setup, grave, niche and crypt sales, burials marker setting and any other operational task necessary for the 34 acre Wenatchee Cemetery (which includes a mausoleum with interior and exterior crypts and niches) and the Home of Peace Mausoleum on South Miller Street. Staff works with local and out-of-area funeral directors and families directly to accommodate the needs of those utilizing the Cemetery.

The Cemetery derives its revenues from three sources including fees for services provided by the staff, the sale of graves, crypts, niches, markers and other items and interest earnings from the Cemetery Endowment Care Fund. For many years the three traditional revenue sources have not been adequate to cover the cost of operations.

HIGHLIGHTS

Highlights from 2020 include:

- The wind broke the tops from several trees.
- Continued the annual process to level headstones and adjust irrigation.
- Completed trimming all headstones.
- Cemetery Lead Worker Jeff Pulver celebrated his 40 year anniversary working for the City.
- Modified operations on multiple occasions due to Covid restrictions and policy changes.
- Ordered the parts for the irrigation project along Western Avenue as budgeted.
- Obtained price quotes and purchased the soil compactor as budgeted.
- Shifted staffing to accommodate Jury Duty responsibilities.
- Continued preparing stormwater and road plans.
- Provided information to the Goodlife Magazine for a feature story about the Cemetery.
- Reviewed contract purchase options.
- Staff completed training on the GIS system.
- Repaired two areas of the fence that were impacted by a vehicle driven by a DUI suspect.
- Prepared irrigation for the season and winterized the facility and blew out irrigation lines at the end of the year.
- Had a discussion with a group wishing to explore green burial options.
- Contacted the American Legion regarding Memorial Day and their plans. They elected to not hold a service this year. Placed flags for Memorial Day and removed flags and other memorials after the holiday. The Memorial Day weekend was generally quiet.





- Received notification that our \$42,709 Department of Archaeology and Historic preservation (DAHP) grant application for the Clark Mausoleum repair was successful. The Finance Committee recommended acceptance of the grant and approval of the additional budget if needed to complete the project. The City Council accepted the grant. Prepared the grant contract and sent it to the State for execution. Received the contract, prepared the required construction safety plan and bid documents. DAHP approved the documents. The project was put out to bid. Conducted a contractor walk through. Coordinated and removed trees and completed lead paint and asbestos testing. Completed the required DAHP quarterly reports. The project bid was completed and the construction contract awarded. The project completed on time and under the grant budget. Work included removal of the old roof, removal of shrubs, asbestos testing, crack and exterior repair, applying new stucco, adding a new roof membrane, seeding grass areas and painting the doors and trim. Met with a group of Wells House supporters regarding the project and received the grant reimbursement.
- Planted seven trees as part of the Department of Natural Resources Tree Planting grant project.





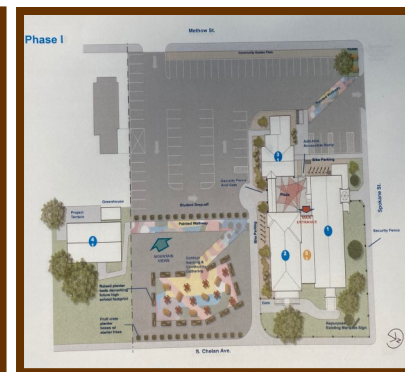
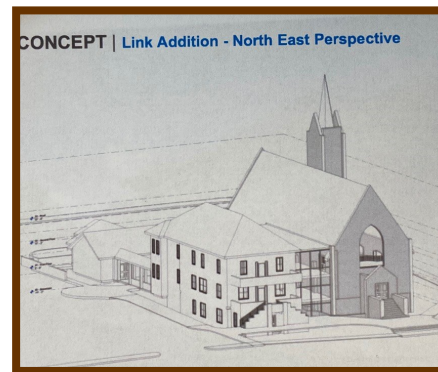
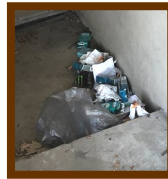
The **Wenatchee Community Center** was established in 2006. Its vision is to unite the community by embracing cultures, families and individuals through assistance and support. The mission of the Center is to provide an inclusive multicultural facility for all members of the community through: Promoting and supporting a safe environment for social, recreational and educational participation; Advocating for personal economic development; Encouraging cultural identities within the community; Providing access to social service agencies, the faith community and intergenerational activities; and uniting people by encouraging a spirit of well-being and harmony. The Community Center is striving to provide opportunities to bring the community together and realize this vision.

The City contracted the operation of the Community Center to Chelan Douglas Community Action from January 2014 through April 2019.

HIGHLIGHTS

The following are highlights from 2020:

- Prepared a towing notice form for illegally parked vehicles in the Center lot. Forwarded it to the City attorney for review.
- On several occasions, removed trash, furniture, TV's and other debris from people residing in the Learning Center stairwells and front porch and outside the Veterans Hall of the center.
- Met with groups wishing to utilize the center's parking lot for health checks, special events and Covid testing.
- Prepared and distributed multiple letters to lessees regarding Pinnacles Prep. and operational updates, Covid and potential lease payment relief. Assisted lessees move out of the center.
- The Community Center was broken into on several occasions. Police were called and responded.
- Prepared information and contacted renters about virus related postponements and cancellations. Contacted RMSA for their opinion. Reviewed operations and implemented changes as needed. Contacted renters and lessees and beginning in March and continuing through the rest of the year, all rentals were cancelled and refunds issued due to Covid restrictions.
- Responded to a rental guest who arrived to an event highly intoxicated, fell multiple times and tried to drive away.



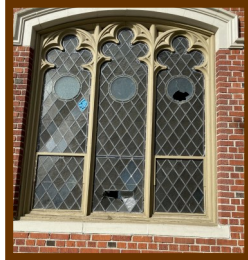
- Pinnacles Prep continued to make progress in the charter school authorization process. Worked with them on the facility management agreement. Prepared a reciprocal facility priority scheduling/use agreement. Participated in a conditional use permit meeting with Community Development Department. Sent the draft to RMSA and City Attorney for review. The City Council approved the agreement. Participated and provided comment in a virtual public forum. Pinnacles received approval from the State for their Charter. They submitted a City Conditional Use Permit and began that process. Continued working with them on a variety of transition items including a Non-Disturbance and Attornment Agreement, measuring the facility, traffic impact study, floor plans and meetings with their architects and engineers.
- Met with Community Development and Facilities to discuss possible CDBG funded construction projects at the center.

- The center was tagged multiple times throughout the year.
- Worked through an electrical meter access issue with PUD.
- Received notification from a lessee at the Center that a group of teens was shooting each other with airsoft guns on the Center grounds in the afternoons. They alerted Rivercom.



- Towed an abandoned vehicle from the lot.
- Learned from the community Development Department that the Community Center was listed on the State Heritage register in 1985. It wasn't found previously as it had the incorrect address in the State database.

- Continued working with the Economic Development Department to endeavor to find a new location for the Veterans and also assisted the food bank.



- Someone used a rock to break several Social Hall windows on multiple occasions. Reported it to Police and the Facilities Department.

- Received news from the state that our CDBG requirements/conditions for the Center have now expired. They encouraged the City to continue to use the facility to benefit low/moderate income persons, but it is no longer required.

- Researched and reviewed RCW's and talked with the City attorney regarding potential sale/transfer options and requirements. We can sell the center at appraised value or transfer it at less than appraised value to another governmental entity.



- Repainted the garden shed after it was tagged several times. Repurposed it to the South yard.

Community Center Rental Use Statistics

The following provides information about one-time, rental activity that has occurred at the Community Center. The statistics do not include the period that the Center was managed by Chelan Douglas Community Action. For 2019, the numbers are from May through December only. For 2020, the numbers are from January through mid March only as the center was closed to rental use due to Covid restrictions.

NUMBER OF USES	Veterans Hall	Social Hall	Parking Lot	Total
2009	32	116	4	152
2010	32	57	0	89
2011	55	59	0	114
2012	93	89	0	182
2019	62	94	3	159
2020	25	37	44	106
ATTENDANCE	Veterans Hall	Social Hall	Parking Lot	Total
2009	1,495	10,990	548	13,033
2010	1,205	4,696	0	5,901
2011	2,502	6,505	0	9,007
2012	4,013	7,742	0	11,755
2019	2,774	7,453	720	10,947
2020	748	3,845	8,200	12,793

TYPES OF ONE-TIME RENTALS

The Community Center hosted a variety of public and private rental activities including: Birthday Party, Elevated Recovery Advocacy Training, Baby Shower/ Gender Reveal, NCW Democrats Meeting, WVMCC (Museum) Community Listening Session, Business Meetings, You Count Too - Homeless Government Service, McDougall and Sons Training, Martial Arts Programs, Active Listening Workshop, Wedding, Town Hall Meeting, Worker Protection Standard Training, Chamber Leadership Program, Family Reunion, Wenatchee Food Bank, Mayte's Market, American Red Cross Blood Drives, Women's Service League Meetings and Small Miracles Lunch Program.

LICENSE AGREEMENTS

License agreements for Center use have been established for long term tenants. These include: Community Choice, Alcoholicos Anonimos, Amigos Unidos, Catholic Family Services/Child Care Aware, Veteran's Services, Chelan Douglas Community Action/Literacy Council.

The **Maintenance and Operation division** is responsible for the care of the City's park system including 20 City park areas and the landscaping at various locations throughout the City. The division plants and maintains over 100 floral baskets in the downtown core and prunes, maintains and decorates over 300 trees along downtown arterials and maintains the landscaping around city buildings, landscaping along roadways and the Convention Center and Cemetery.

In the winter, the division is responsible for snow and ice control for the walkways within the parks as well as all of the sidewalks that adjoin City properties. The parks crew also clears the snow and ice at all of the City's buildings.

HIGHLIGHTS

Along with routine maintenance such as trash removal, mowing, restroom cleaning and trimming, highlights from 2020 included:

- Pruned and cleared brush along the loop trail.
- Sprayed trees for pests.
- The Lincoln Park irrigation main broke and was repaired several times. Replaced the pressure valve.
- Prepared Pennsylvania Park for the old Kiwanis Methow Park picnic shelter. Poured the slab and installed the shelter and assembled and installed the tables.
- Hauled sand for the Fourth of July Fireworks.
- Discussed with Code Enforcement a notice of code violation for property adjacent to the Public Services Center.
- Installed irrigation at the old City Hall and revised the Museum's irrigation system.
- Met and discussed direction for downtown planters. Implemented the project by removing old plants, repairing broken irrigation, adding weed barrier, rock and new plants. Removed baskets and plants at the end of the season.
- Assisted with the Bundle Up Festival.



- Planted annuals at city facilities. Removed them at the end of the season.
- Attended pesticide applicators training.
- Cleaned and inventoried the shop.
- Serviced mowers and equipment for the season.
- Capped the irrigation near the pedestrian bridge on 1st street for the bike lane project.
- Maintenance Worker Chris Gooch accepted a position with the Facilities Division in Public Works. Eric Janzen was selected to fill his position.
- Met with Rotary Club representatives and coordinated Make a Difference Day activities.
- Prepared irrigation for the season in the spring and blew it out in the fall.
- The new park hours signs arrived and installation got underway.
- Interviewed and selected temporary maintenance workers.
- Assisted with soil sampling for the Lincoln Park and Kenzie's Landing Projects.
- Responded to snow events.



- Responded to tree damage from multiple windstorms.



- Worked with a Riverside Drive property owner to replace street trees.
- Worked with the PUD to clean up property by the Odebashian bridge.
- Pruned trees on Riverside Drive and removed County trees and stumps on Orondo Avenue.
- Removed junipers in Lions Locomotive Park to increase visibility. Additional landscaping adjustments will be implemented in the coming months.
- Planted trees in Pioneer Park, Lincoln Park and Washington Park as part of the DNR grant project. Planted additional trees in Chase Park and along Orondo Avenue. Updated DNR planting maps in preparation of the October tree planting project.
- Exploring hanging basket bracket alternatives.
- Researched field turf equipment maintenance options and obtained pricing.
- Worked through water billing issues on Riverside Drive.
- Revisited alternatives for staffing as the inmate program continued to flounder.
- Prepared employee performance reviews.
- Met with Public Works to discuss the street tree program and storm water.



- Removed the old walkway in Lincoln Park that led to the picnic shelter that was removed a couple of years ago.
- Ordered play area fall material as budgeted to replenish play areas.
- Maintenance Workers Countryman and Brooks completed the training course and obtained their pesticide applicators certifications. Other staff attended the training to remain certified.
- Worked through a water rights issue stemming from the previous sale of the Maple Street Fire Station.
- Modified operations to respond to the changing virus related conditions. Followed CDC guidelines and increased the restroom and park amenity disinfection process, posted signs and fenced play equipment and picnic areas.
- Moved the Labrador sculpture to Hale Park and repaired the sidewalk in front of the Convention Center.
- Met with Community Development to discuss and coordinate the goat head program.
- Modified maintenance schedules and procedures to respond to Covid and personnel shortages.
- Repaired water main breaks at Lincoln, Lions Locomotive, Washington and Pioneer Parks and the DOT property.
- Adjusted water at Kiwanis Methow Park and conducted a final walk through with irrigation contractor.
- Worked on a landscaping issue at Parkside.



- Removed the last piece of the Chase Park play equipment to prepare for the new equipment. Installed the new equipment and fall material.
- Seeded the area at Lincoln Park where the old walkway went up the hill.
- Imported topsoil, seeded and finished the Pioneer Park wading pool removal project.
- Poured a concrete slab to anchor a memorial bench in Hale Park.
- Participated in a meeting with the DOT, PUD and Douglas County to discuss encampments.
- Removed a dead tree along North Wenatchee Avenue.
- Developed a strategy to improve maintenance efficiency and address some of the issues at Lions Locomotive Park.
- Met with skaters at Pioneer Park that would like the City to make specific repairs to the skate park. Patched some concrete areas.
- Installed the Lincoln Park disc golf baskets.
- Removed hazardous trees and stumps in Lincoln Park.
- Followed up with PUD to remove a dead tree in the powerlines in Washington Park. Staff also removed a diseased and hazardous tree from the park.
- Met to coordinate the installation of the security camera pole at the Castle Rock Trailhead.
- Met with a number of departments to discuss and respond to the Worthen Street encampment. Provided support to clean it up.
- Removed leaves.



VANDALISM AND OTHER INCIDENTS

All park areas experienced a significant increase in use when the Covid "stay at home" order and other restrictions went into place. Along with increased use, they also had an increase in vandalism and other incidents. In many cases, vandalism occurred on a daily basis and was repaired by maintenance personnel. The following is a summary of some of what happened in 2020:



LINCOLN PARK

- Trash cans were burned in the restrooms on multiple occasions. The melted trash can and melted toilet seat are shown at right. The toilet was also damaged.
- All built amenities in the park were tagged multiple times.
- Restrooms were closed over Halloween as a precaution to prevent damage.



ROTARY PARK

- Rotary Park was vandalized on several occasions with soap dispensers torn off the walls in the restroom, the restroom building tagged, the picnic shelter schedule kiosk glass broken and the hand dryers ripped off the walls in both restrooms.
- The legs of a park bench were broken off the bench. Replacement legs arrived and were installed.





KIWANIS METHOW PARK

- A person pulled the majority of plants out of the plaza and threw them around the park. Maintenance staff replanted those that could be salvaged.
- Received calls reporting a lady with many kids in the closed play area. Her 8 or 9 kids were seen tearing down the fence, running around in the play area and jumping on picnic table tops. Police were notified.
- Several times this year the hard surfaces in the park were tagged.



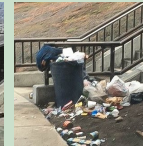
- Instead of using the open restroom, someone broke into the storage room in the restroom building and urinated on the floor.
- The fence, netting and gates were vandalized on several occasions and repaired.
- Responded to complaints on multiple occasions about feces spread on the walls and fixtures inside the restroom.
- Someone used a rock or other implement to smash portions of the mosaic inside the kiosk, breaking or crushing tiles. Repairs will have to be completed in 2021.



- The restrooms were open less than a week before they were vandalized. Along with being tagged on three separate occasions, someone lit the toilet paper on fire. Cleaned and repaired the damage.

LIONS LOCOMOTIVE PARK

- Repaired the fence after a vehicle ran through it and into the park.
- A maintenance staff person was chased to his truck by a person who threatened to kill him. Police were called. The suspect ran off and wasn't located. Continued to have other issues with the large group of aggressive people in the park.
- Vandals are consistently breaking water valves and turning off water in the park.
- On a daily basis for much of the year, continued to address damage, graffiti, defecation, sex acts, dumping trash, trash bag theft, miscellaneous littering, drug use and other issues.



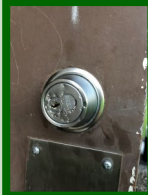
SADDLE ROCK

- Among other things, a DUI/Hit and Run suspect drove their car through fences. We recovered the license plate and car parts and provided it to the Police.
- Repaired vandalism to the restrooms as someone burned toilet paper, removed toilet seats, smeared feces and moved toilets.



PIONEER PARK

- Received notification from Fire District 1 that they responded to a rescue call of an 11 year old that got stuck in an infant swing in the park. Fire personnel had to cut the seat apart to extract them from the swing.
- The pool office was tagged.
- The women's restroom doors and locks were vandalized. Implemented repairs.
- The skate park was tagged multiple times.



PENNSYLVANIA PARK

- The restrooms were vandalized on the 4th of July with graffiti. A weapon and needles were also found inside the building. Police were notified.
- Responded to complaints of a person living in the play equipment.

HALE PARK

- Repaired the off leash area fence multiple times after someone cut it.
- Responded multiple times to repair vandalized irrigation boxes, valves and the irrigation filters and lines. Someone also removed several sprinklers.
- The park was tagged several times.
- Ordered replacement bone signs for the off leash area to replace those that were vandalized.
- There was a fire on the riverbank by the park.
- Worked with the Police Department to identify and obtain restitution from a semi truck that destroyed a tree in the parking lot.



CENTENNIAL PARK

- Closed the restrooms on several occasions due to ongoing vandalism.
- Installed permanent fencing for the rear of the restroom to dissuade vandalism and other issues from that area.
- The restrooms were vandalized virtually every week that they were open this year.
- The mural was tagged.

OTHER AREAS

- Responded to trash and graffiti in the Thurston Street underpass on a monthly or more basis.
- Responded to a car crash that destroyed a street light and two street trees in front of Taco Loco.
- Assisted the prosecutor with a contested restitution hearing for one of the 5th Street Median crash.
- Repaired a damaged fence that was hit by a vehicle at the Community Center.
- Received and responded to a complaint about trash and human waste on Horse Lake Road.
- Vandals are consistently breaking water valves and turning off water in Downtown.
- Responded to code enforcement illegal alley dumping complaints.
- Continued to address damage, graffiti, defecation, dumping trash, miscellaneous littering, drug use and other issues at the Convention Center, Downtown and parking lots.
- Installed fences around play areas, skate parks, posted signs and made park adjustments related to COVID-19. Repaired fences and replaced signs daily after they were vandalized.
- Removed a number of illegal signs from the parks.
- Responded to unauthorized camping, fires and dumping of debris.



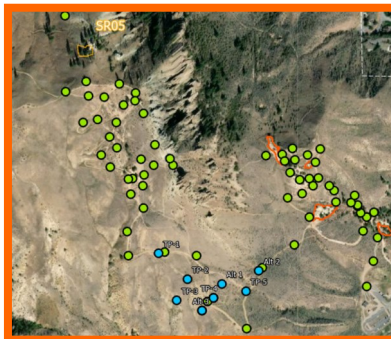
The **Planning and Development** function of the Department includes responsibility for planning for the future growth of the parks and recreation system. Major activities include: Determining land acquisition and facility development needs, comprehensive and capital planning, obtaining financing to implement the projects through grants or other means, conducting specific park area and special studies and completing development project bid specifications.

HIGHLIGHTS

The following are highlights from 2020:

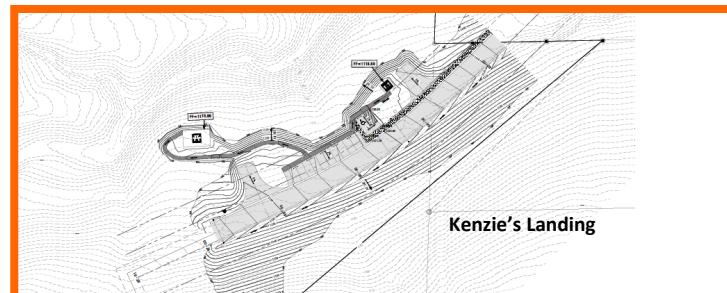
SADDLE ROCK REMEDIATION

- Worked through phase one final paperwork and the grant reimbursement. The project was accepted as complete by the City Council.
- The phase one final report was released for public comment by the Department of Ecology.
- Received notice from the Department of Ecology that our \$1.2 million grant application for the phase two project was funded. The City Council accepted the grant.
- Received the agreed order for the phase two project. The City Council authorized the Mayor to sign the document.
- Soil sampling for phase two was completed. Prepared and distributed press releases.
- Project engineering and meetings with the Department of Ecology continued.
- Received a complaint that there were benches for people to sit on at the top of Saddle Rock.
- Walked Saddle Rock with the Land Trust and Fire District to explore fire fuel reduction strategies.
- Repaired construction fencing that was vandalized over the winter.



KENZIE'S LANDING

- Prepared and recorded the deed of right for the property.
- Completed the property acquisition.
- Discussed the project with Broadview neighbors.
- Met with Community Development and consultants to discuss mule deer mitigation strategy and explored a partnership with Triad Development.
- Prepared and submitted the SEPA application. Participated in the construction pre-application meeting. Received the SEPA—determination of non-significance.
- Completed reviews and scoring of the Kenzie's Landing engineering RFQ's. Followed up with the consultants. The City Council authorized the selection of Pacific Engineering for the engineering portion of the project. Finished preparing and negotiating the engineering contract.
- Conducted a distanced, project kick off meeting and began project engineering.
- Test pit digging was conducted.
- Attended a Broadview 10 pre-application meeting.
- Revised the concept plan due to underlying soil conditions. Reviewed the revised grading and layout plans. Contacted the PUD and CDLT for assistance.



- Prepared and submitted grant reports.
- Continued working through engineering and access items for the project and also responding to multiple phone calls from a neighboring developer. Talked with the Land Trust, Public Works and also the City Attorney.

KIWANIS METHOW PARK

- Principle construction of the park was completed including the installation of the restroom, concrete work, electrical and railings, the construction fence was removed and the park opened for use. Completed punch list items.
- The project was accepted as complete by the City Council.
- Had ongoing discussions with the State about allowed park uses.
- Prepared a draft agreement, met with the Mayor and City Attorney regarding the Wi-Fi Project Agreement and subsequent meetings with LocalTel. The City Council authorized the Mayor to sign an agreement with Local Tel to provide free Wi-Fi in the park. Local-Tel installed Wi-Fi and the PUD installed fiber to the park.
- Completed additional Federal forms to close out the State grants.
- Designed, ordered and installed regulatory signs.
- The security camera was installed.
- Prepared and submitted State and Federal final grant reports and documents. The State approved the documents and released the final grant payment.
- Received complaints from neighbors about the soccer court use and damage from balls leaving the court. The soccer court was closed on a temporary basis until modifications could be implemented. Received a \$5,000 check from the Trust for Public Land to assist with correcting the issue.



CHASE PARK

- Prepared the bid package for the sidewalk project. The project was put out to bid. The construction contract was awarded. Conducted a pre-construction meeting and construction was completed. The project finished under budget and included demolition of the old equipment, addition of new play equipment, picnic table, accessible route of travel and shade trees.



PENNSYLVANIA PARK

- Park maintenance staff poured a new picnic table pad, added new tables and installed the picnic shelter in Pennsylvania Park. The shelter was re-purposed from Kiwanis Methow Park prior to that project commencing. Notified Kiwanis about the project.



FOOTHILLS ACQUISITION PROJECT

- The City Council authorized application for a State WWRP grant for a foothills acquisition project. Met with the Land Trust who met with property owners to move the project ahead. Prepared and presented the application at multiple meetings. Discussed the project with County Commissioners, Land Trust and adjacent property owners. The County provided a letter of support. The application ranked 19th out of 92 projects statewide. RCO staff believe that the project should be funded in 2021.



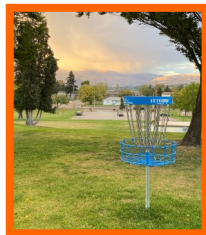
CENTENNIAL PARK

- The Centennial Park fence project was completed. The fence was installed in an effort to reduce vandalism.



LINCOLN PARK

- Completed reviews of the Lincoln Park engineering Request For Qualifications. Followed up with the consultants. Pacific Engineering was selected to prepare engineering for the project. Prepared and executed the contract.
- Met with engineers and spray park designers to discuss play area concepts.
- Prepared an unanticipated discovery and project monitoring plan and submitted it to DAHP, RCO and the tribes for approval.
- Prepared Federal forms for grant documentation recording.
- Researched information pertaining to the old landfill in the park.
- Worked with the group hoping to establish the disc golf course in the park. They raised \$1,200 baskets. The baskets were purchased and installed by Park Maintenance staff. Solicited Eagle Scout candidates for a project to create disc golf tee boxes.
- Prepared and provided the planting plan to engineers.
- Met with Public Works to discuss sewer funding.

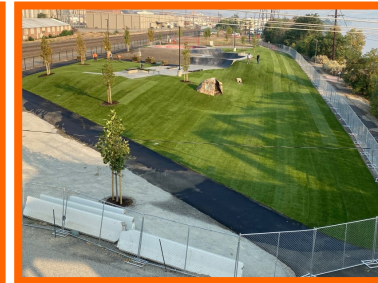


- Coordinating the pump track element with Evergreen Mountain Bike Alliance. Relocated the track to better fit pre-existing designs and the site.
- Worked with Wenatchee Youth Baseball on potential field repairs.
- Prepared and submitted RCO grant reports and billings.
- Received and reviewed the 30%, 60% and 90% construction documents and reviewed them with project engineers and the State. Discussed the project with the Mayor, and Finance and Public Works Committees.
- Completed soil sampling and received and reviewed the geotech report.
- Received, reviewed and provided comment on the archaeological monitoring report; forwarded it to the State.
- Prepared and submitted the SEPA checklist. Received the Determination of Non-Significance.
- Worked with play area designers to prepare preliminary concepts and outreach information. Conducted a drive through event to collect input.
- Ordered the picnic shelter.
- Prepared and submitted a Chelan County Lodging Tax Advisory Committee grant application to assist with funding the soccer field portion of the project. The request was funded.
- Prepared a grant extension request for the State grants.
- Prepared and submitted a request for County Distressed County funding for the project.
- Prepared and submitted a \$10,000 AWC RMSA Loss Control grant for park safety fencing. The grant was approved and the project completed.



HALE PARK

- Completed a review of the Hale Park consultant submittals and met with the top candidate to discuss scope. The City Council approved the selection of Pacific Engineering for the project. Worked through the agreement and scope of work.
- Received all the documents from the State and closed out the skate park construction contract. The skate park was accepted as complete by the City Council.
- Reviewed the 30%, 60%, 90% and 100% plans for the phase two project and provided comment. The State completed their review.
- Finalized phase two bid package, plans and specifications and put the project out to bid. Opened and tabulated the bids. The City Council awarded the construction contract. Conducted the pre-construction meeting and obtained building permits. Construction began in July and was completed in October. Project elements included adding: a restroom, walkway, stairs, lighting, security cameras, landscaping, play equipment, picnic shelter and utilities.
- Prepared specifications and ordered the play equipment, picnic shelter and security cameras.
- Prepared and submitted a state grant progress reports. billing and Federal forms for grant documentation recording.
- Participated in a meeting with Public Works who is looking at implementing a storm water project which would tear up the Hale Park parking lot.
- The skate park received an honorable mention award from the American Shotcrete Association and will be recognized at the Sixteenth Annual Outstanding Shotcrete Virtual Projects Awards Celebration on March 24, 2021, and published in an article in the Winter 2021 Awards Issue of the ASA's Shotcrete magazine.



OTHER PARK AREAS AND ACTIVITIES

- Met with Chelan County to discuss Number One Canyon parking and storm water issues.
- Updated the capital facilities plan.
- Reviewed and provided comment on the Continuity of Government and Operations Plan.
- Assisted engineering with the Methow/Crawford roundabout project.
- Received notification that our DNR Tree Planting Project was top ranked and fully funded. Prepared supplemental information and provided it to the State so the grant contract could be prepared. The grant agreement was received from the State. The City Council accepted the grant. Implemented the project and administered the grant. Ordered trees, prepared press releases and completed grant billings and reports. The project planted 57 trees in the Cemetery, Lincoln Park, Washington Park and Pioneer Park. Maintenance staff planted the trees.
- Continued preparing an update to the park design standards.
- Received an updated price quote for solar powered security cameras for the Castle Rock Tailhead. Prepared a site plan and acquired pole footing specifications and a new pole. Discussed location with the Police Department. Ordered and tested the camera. Coordinated installation of the pole and cameras.
- Worked with the PUD on determining locations for additional Osprey nest boxes along the river to help keep the birds out of substations and other less desirable locations.
- Received notice that our 2019 Tree City USA application was successful. Prepared and submitted the Tree City USA application for 2020.
- Participated in North Wenatchee Avenue design meetings.
- Prepared and distributed construction notices for upcoming projects.
- The Arbor Day tree distribution event was cancelled. Met with the Arbor Day Committee to assist with coordination of a drive through event for 2021.



- Participated in Chelan County Trails and TREAD meetings.
- Reviewed and provided comment on the McKittrick Street plans.
- Discussed PUD/Local Tel plans for wi-fi in all City parks.
- Continued working with Queens Court developers on potential mitigation plans.
- Assisted the Engineering Department and developed concept plans for the 1st Street traffic circles and planters.
- Participated in Triad developer agreement meetings. Discussed the project and conversion requirements with the state.
- Reviewed and provided comment on the PUD's operations and service center for the Community Development Department.
- Reviewed, scored and provided a recommendation of award for LWCF National grant applications. Reviewed and scored Statewide grant applications.
- Prepared a COVID plan for construction projects. It was approved by the State as required for any grant funded projects before they get underway.
- Met with Chelan County Commissioners and staff to discuss potential projects.
- Began coordination efforts for the Pioneer Park lighting project. The project was put on hold due to Covid and budget.
- Met with and assisted Chelan County Emergency Management with security camera information.
- Worked with the engineers of the Majestic on landscaping requirements for the development.
- Met with the Chelan Douglas Land Trust to discuss their proposed trails grant application and master project agreement. The City Council authorized the application.
- Participated in an Urban Forest Pest Readiness presentation with the DNR.

The City of Wenatchee provides safe, quality leisure services in the most cost effective manner possible to the community. The **Recreation Division** is striving to provide a comprehensive offering of recreation opportunities for all ages and ability levels within its budgetary means. The following provides information about the programs offered in 2020.

COVID CANCELLATIONS

Due to Covid restrictions, the following programs were modified in the event that they could be held but then were ultimately cancelled.

- Skyhawks Stem and Play Basketball Camp
- Skyhawks Soccer/Swim Camp
- Skyhawks Outdoor Volleyball/Swim Camp
- Skyhawks Beginning Golf/Swim Camp
- Skyhawks Flag Football/Swim Camp
- Beginner Youth Tennis Lessons (two sessions)
- Intermediate Youth Tennis Lessons (two sessions)
- Youth Track and Field
- Skyhawks Basketball Camp
- Skyhawks Beginning Golf Camp
- Skyhawks Multi-Sport Camp
- Skyhawks Outdoor Volleyball Camp
- Skyhawks Flag Football Camp
- Skyhawks Mini-Hawk Camp (three sessions)
- Skyhawks Soccer Camp
- Skyhawks Tiny Hawk Soccer Camp (three sessions)
- Summer Day Camp (ten sessions)
- Park Wading Pool Program
- Special Olympics Softball
- Special Olympics Golf
- Fall Into Fitness
- Spring Break Out Camp
- Hiking Camp
- Special Olympics Bowling
- Special Olympics Soccer
- Special Olympics Cycling
- Guided Hikes for Families
- Special Olympics Swimming
- Special Olympics Track and Field
- Indoor Playground
- Youth Instructional Basketball Program



Guided Snow Shoe Hikes For Families

This program continued to be very popular with registration at capacity. The hikes were led by City and Land Trust staff and held at Squilchuck State Park over two weekends in January.

Women's Volleyball League

The competitive women's volleyball league is held at Pioneer Middle School on Tuesday evenings beginning in February. The league was cancelled in March due to school district facility closures.

Drop In Co-Ed Volleyball

The drop-in program was held on Wednesday evenings from 8:00-10:00pm at Pioneer Middle School beginning in February. The league was cancelled in March due to school district facility closures.

Summer Survival Kits

50 Summer Survival Kits were prepared and distributed as a take home alternative to day camp. They featured games, crafts and other activities.



Indoor Playground

Indoor Playground is a popular program designed for toddlers and their parents to play and socialize in a warm place during the cold winter months. The program was held November through March, Monday through Thursday mornings from 10:00-12:00pm at the Pybus Public Market. A modified program was able to be held for one week in November before having to shut down again due to Covid restrictions.



Special Needs Social Program

The Award Winning, Special Needs Social Program is supported through a grant from the **Chelan Douglas Developmental Disabilities Program**. The program provides a recreational opportunities for individuals to build relationships and participate in community events. Activities occur approximately twice each month at locations around the Wenatchee Valley. Some of the activities that were conducted this year included: Unfortunately many of the planned Special Needs Social Program in person activities were cancelled due to Covid restrictions and to protect the health of program participants. Staff was able to prepare and distribute take home art kits via curbside service, held a distanced Poker Walk and a virtual dance, pumpkin painting, virtual Thanksgiving and Sweetheart dance; trip to a Wenatchee Wild Game, Cookies from Santa and pizza and movie night before Covid restrictions were implemented.



Bundle Up Fest Youth Sports & Activities Fair

The Parks, Recreation and Cultural Services Department partnered with the Wenatchee Downtown Association to celebrate winter recreation opportunities in the Wenatchee Valley by hosting The Bundle Up Fest at the Pybus Public Market. The event was held in January and featured: vendors, petting zoo, and hay rides.

Merry Maids Halloween Candy Cruz

Over 400 cars drove through the Town Toyota Center parking lot in this new version of the traditional Halloween Carnival. The event was designed to provide a safe, distanced way to celebrate Halloween. Participants came in costume trick or treated from their cars past a number of decorated booths.



Polar Plunge

The Polar Plunge is a unique opportunity for individuals, organizations, and businesses to support local Special Olympics athletes by jumping into the frigid waters of the Columbia River. 70 people went into the river and raised almost \$14,000 to support local Special Olympic athletes. The 2021 Polar Plunge will be a virtual event.

Special Olympic Sports

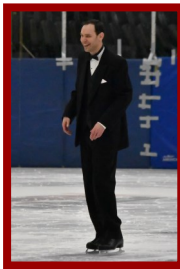
Special Olympics was founded on the belief that all individuals with cognitive disabilities can benefit from athletic activities. The City coordinates several Special Olympic sport programs for local athletes. Sports coordinated by the City included: Soccer, cycling, swimming, track and field, bowling, alpine skiing, snowboarding, basketball, figure skating, speed skating, softball and golf. Teams and individuals competed at local, regional and State levels. Unfortunately, due to the Corona virus, all in-person sports following the State Winter Games were cancelled. A variety of virtual Special Olympic Sports were offered during the remainder of the year.



Washington State Special Olympics Winter Games

The Winter Games were held March 1-3. Athletes from across the Pacific Northwest competed in basketball, alpine and nordic skiing, figure and speed skating.

The games attracted 1,300 athletes and coaches, volunteers and family members and friends to the Wenatchee Valley. The Jan Holder Olympic Town started the weekend at the Convention Center. Following the opening ceremonies at the Town Toyota Center, athletic competitions were held at Wenatchee and Eastmont School District Gyms, Mission Ridge, Leavenworth Fish Hatchery and the Town Toyota Center. The 2021 games have moved to a virtual format.



ADDITIONAL HIGHLIGHTS

- Registered participants for programs.
- Prepared and presented a grant request to fund the Special Needs Social Program to Chelan Douglas Developmental Disabilities. Received an \$8,000 grant for the Special Needs Social Program.
- Promoted programs and events on the NCWLife, KPQ, La Super Z, KOHO, KKR, Sunny FM, La Nueva, KISN and other stations; Wenatchee World; Prepared and distributed individual program flyers and posters; posted announcements on the City website, and Facebook pages; and prepared and distributed the Recreation Guide and individual program flyers to local businesses and area schools before shut downs took effect.
- Interviewed and selected temporary recreation leaders.
- Issued refunds and credits to registrants.
- Received a \$300 donation for basketballs for our Youth Basketball and Special Olympics Program.
- Prepared program contingency plans and monitored Corona virus status. Made program and staffing adjustments as needed. Distributed information to program participants.
- Prepared a new virtual Hot Spot Basketball Program. Registration was insufficient to allow the program to be held.
- Sanitized and organized programs supplies.



	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
ATHLETICS									
Hershey Track and Field/USA Track/Rec Track	115	88	102	123	0	101	129	120	0
Youth Tennis Lessons	20	32	40	33	23	19	9	12	0
Youth Recreation Basketball League	147	115	106	108	126	134	128	122	0
Skyhawks Basketball Camp	30	34	21	31	53	57	24	30	0
Skyhawks Soccer Camp	24	32	28	18	48	27	15	31	0
Skyhawks Mini Hawk Camp	26	26	53	70	76	54	38	47	0
Skyhawks Tiny Hawk Soccer	9	14	12	30	42	43	45	41	0
Skyhawks Sports Camp Sampler	0	0	0	0	0	0	20	0	0
Skyhawks Golf Camp	16	16	0	21	23	11	8	22	0
Skyhawks Multi-Sport Camp	22	15	32	24	31	19	9	24	0
Skyhawks Flag Football Camp	0	0	0	25	21	0	7	12	0
Skyhawks Outdoor Volleyball Camp	0	0	0	0	0	0	0	10	0
Women's Volleyball	84	75	76	80	73	81	87	79	75
Drop in Volleyball	0	0	0	0	0	0	287	453	191
AQUATICS									
Swimming Lessons	608	883	881	767	720	775	796	970	0
OUTDOOR PROGRAMS									
Guided Nature Hikes/Family Outdoor Adventures	0	0	42	412	219	105	32	0	0
Hiking and Nature Camp	0	0	0	0	38	9	11	12	0
Wading Pool Program	4,607	0	4,684	4,783	4,228	3,065	2,325	4,021	0
Row and Paddle Camp	0	0	16	17	17	11	13	0	0
Snow Shoe Hikes For Families	63	70	0	0	32	36	37	55	40
GPS and Outdoor Navigation	0	12	0	0	0	0	0	0	0
SPECIAL EVENTS									
Halloween Carnival	2,450	2,500	2,500	5,000	5,000	4,600	4,600	4,600	1,280
Winter Flake Festival/Winter Fest/Bundle Up Fest	0	1,100	1,120	1,200	900	800	1,889	2,200	1,800
Special Olympics Winter Games	4,464	4,671	5,098	3,841	3,897	4,198	4,500	3,900	1,200
Movies in the Park	350	600	900	800	500	0	1,050	1,200	584
Friday Night Concerts	2,490	2,622	1,350	2,125	1,750	1,050	1,147	1,350	0
Independence Day Celebration	10,000	10,000	0	0	0	0	0	0	0
SPECIAL NEEDS PROGRAMS									
Special Needs Social Program	1,360	1,257	1,229	1,281	1,552	626	530	452	408
Polar Plunge	21	62	76	62	57	31	74	60	70
Special Olympics Sports	236	229	251	262	231	226	185	208	90
Fall Into Fitness	15	18	18	9	6	0	5	7	0
Artful Endeavors	0	0	0	0	0	17	0	0	0
YOUTH RECREATION									
Spring Break Camp	0	0	0	0	0	0	18	18	0
Summer Day Camp	470	437	443	504	464	482	455	456	50**
Indoor Playground	316	112	238	186	746	650	432	1,266	695
After School Action	245	151	0	0	0	0	0	0	0
TOTALS	28,188	22,641	19,316	21,812	20,873	17,227	18,638	21,656	6,483

** Summer Survival Kits—Virtual Day Camp